

Department of Environmental Services City Hall Room 300B, 30 Church Street Rochester, New York 14614-1290 www.cityofrochester.gov



## **NUMBER** 15.1

## FLEET MANAGEMENT POLICY / PROCEDURE

SUBJECT: Fuel Inventories and Access to Back-up Fuel Plan Allow for 30 Days of

**Operation Without Needing Additional Resources** 

APPROVED:

Michael Quattrone, Fleet Manager

**PURPOSE:** Document that fuel inventories and access to back-up fuel plan allows for

30 days of operation without needing additional resources.

**PROCEDURE:** We have an agreement with Monroe County that in case of an

emergency, we will be able to fuel at their facility. Their fuel

management system, Petro Vend, is the same as ours so it will be easy to

use by our employees eliminating downtime.

Their fueling site is located on Scottsville Road in Rochester. This facility is five miles from our fueling station. It is convenient for us to get to and

out of as it is located off a major interstate.

The County offers unleaded and diesel at their facility. They also have a

natural gas station available, if necessary.

**PREPARED BY:** Amanda Smith, Automotive Parts and Materials Manager

**DATE:** August 3, 2010

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